

AFFIDAVIT TO AMEND A MARRIAGE RECORD

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What must I do to correct a marriage record?

You will need to complete and submit an *Affidavit to Amend a Marriage Record*, VS 24(C), to amend any incorrectly stated information on a marriage record.

Where do I submit the form?

If you are amending a Public Marriage Record or a Declared Marriage Record, you will need to submit your completed VS 24(C) form and the required fee to the Office of Vital Records (OVR), P.O. Box 730241, Sacramento, CA 94244-0241.

If you are amending a Confidential Marriage Record, you will need to submit your completed VS 24(C) form and the required fee to the [County Clerk](#) in the county where the marriage license was issued. OVR does not maintain Confidential Marriage Records or issue certified copies of Confidential Marriage Records.

What is the fee to amend a marriage record?

There is no cost to amend a marriage record if the amendment is made within one year of the date of the event. There is, however, a \$13 fee if you would like a certified copy of the amended record.

There is a \$20 processing fee to amend a record that was registered more than one year ago, but a certified copy of the amended record is included at no additional charge.

How do I complete the Affidavit to Amend a Marriage Record form?

First, check the type of record to be corrected: Public, Confidential, or Declared (remember, if you are amending a Confidential Marriage Record, you must submit your amendment form to the [County Clerk](#) in the county where the marriage license was issued). Then enter the local registration district number from your original marriage certificate in the space provided in the upper right hand corner of the VS 24(C) form.

DO NOT complete the name items located directly above Part I, identified for State/Local Registrar Use Only.

PART I of the form must be completed exactly as the information appears on your original marriage certificate.

PART II of the form should be completed as follows:

Item 5: Enter the certificate item number to be corrected from the original marriage certificate. List only one item per line.

Item 6A: Enter the incorrect information that appears on the original marriage certificate.

Item 6B: Enter the correct information as it should be stated for each item listed in Item 6A.

Item 7: Briefly state the reason for the correction.

Who may sign supporting affidavits to amend a marriage record?

Two persons having knowledge of the facts must complete the supporting affidavits. For example, the applicant and one other person (parent, relative, friend, etc.) may sign the affidavits. **Two signatures are required.**

Are there circumstances where specific persons must sign the affidavit?

Yes. When amending the date or place of marriage, the person who performed the marriage must sign the affidavit as one of the supporting affiants.

What are the standards of acceptability for an Affidavit to Amend a Marriage Record?

Marriage certificates are legal documents that must be able to hold up in any court, unchallenged as to their accuracy and reliability. Therefore, the following standards must be met when submitting an *Affidavit to Amend a Marriage Record*:

- Every item on the amendment must be completed.
- The amendment can be typed or completed legibly, in durable black ink.
- The amendment form *must be an original*, not a photocopy.
- There can be no **erasures, whiteouts, or alterations** to the amendment.

Once I file the amendment, what happens to the original record?

When a marriage certificate is amended, the original record remains unchanged, and the amendment becomes page two of a two-page document. Anyone receiving a certified copy after the amendment is applied will receive a copy of both documents.

Health & Safety Code Section 102140 provides: *“No alteration or change in any respect shall be made on any certificate after its acceptance for registration by the local registrar, or on other records made in pursuance of this part, except where supplemental information required for statistical purposes is furnished.”*

Health & Safety Code Section 103255 provides: *“The amendment shall be filed with and become a part of the record to which it pertains.”*

What are the processing times for amendments?

The current processing time for marriage amendments is approximately ten months. Please note that processing times are subject to change without notice.

Where can I get the forms I need?

Because the amendment becomes a part of the actual record, it must be on an original form. Therefore, we are unable to provide the form online. However, you can request that a form be mailed to you by clicking on OVRform@dhs.ca.gov and providing us with your name, mailing address, and the form number you wish to receive. You may also obtain the form from the [County Clerk](#) or the [County Recorder](#) located in any California county. Xeroxed copies of the form are not acceptable.

I still have unanswered questions. Where can I get help?

If you have additional questions, please call (916) 557-6073 and leave your name and telephone number. One of our Amended Records Unit staff will return your call within 48 hours.